

OIS 48 – Standard for Server Administrator

I. STANDARD STATEMENT

This standard applies to all faculty/staff members who maintain one or more servers in their department.

II. RATIONALE

This standard supports HOP Policy 8-12 Information Resources Use and Security Policy

III. SCOPE

This standard applies to all UTSA faculty, staff, and students.

IV. CONTACTS

informationsecurity@utsa.edu
UTS, 210-458-5555

V. SERVER HARDENING CHECKLISTS

A. The following checklists contain server hardening procedures. The procedures listed in these documents are a balance of industry best practices and the unique minimum requirements of UTSA's computing environment. It is necessary to follow these steps to prevent attacks from known vulnerabilities. In the event that the minimum requirements cannot be met, exceptions must be documented and be made available to audit and compliance staff members when requested.

1. Windows 2003 (Note: Support for Server 2003 ends in 2015. UTS recommends Server 2008/2012)
2. Windows 2008 R2 (Note: Also applies to Windows 2012)
Whenever possible, the Office of Information Technology recommends the use of the Microsoft Server Configuration Wizard (SCW). More information on Server 2012 Best Practices can be found on the Microsoft website.
3. Mac OS X

VI. PROCEDURES

A. Server setup

1. Follow the procedures in this standard.
2. Before installing the server software, contact the Office of Information Security for permission to add the server to the UTSA computer network.
3. Contact UTS to request a static IP address, if needed.
4. Follow the documented steps in the appropriate checklist in the Standard for Server Hardening (above) and retain the checklist document in a safe place.
5. Produce the checklist document when required by Audit and Compliance.
6. Following initial setup, the Office of Information Technology will be responsible for the physical security and software/operating system updates for servers under UTS control.

B. Policy Review

In order to maintain currency of the Information Security Program, this policy is subject to review on a regular basis.

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